



Tennessee Council for Career and Technical Education

Winter Meeting, 2014

Omni Hotel - Nashville, Tennessee

Meeting Minutes, February 10, 2014

10:00 a.m. **Council Chair Gary Booth, Presiding**

Welcome

TCCTE Public Discussion

10:10 a.m. **Special Topic: SCORE: State of Education in Tennessee, 2013-14**

David Mansouri, Executive Vice President, SCORE (State Collaborative on Reforming Education)

SCORE is a non-partisan, non-governmental organization. One of the critical duties of SCORE is to yearly assess TN's progress in student achievement, policy implementation, and identifying areas of need. The 2013-2014 annual State of Education Report was released about two weeks ago. Included was a discussion of the process the SCORE committee goes through to set annual priorities for the state. Five areas of focus are: achievement testing, effective teaching in every classroom, strong high school and district leadership, high academic standards for the students and the effective use of data in teaching. Key challenges and identifying key levers in the years ahead stems from the following sources: data furnished by superintendents and other school leaders; educator focus groups and teachers; students; policymakers; best practices from other states; conversations with the state board; and gathering information from other states, businesses, community, and parents.

Tennessee is at a crossroads. Now is not the time to lose our sense of urgency. Important policy changes have been made in the last six years in TN that focus on student achievement and the academic growth of students. These policies are helping drive improvements in teaching and learning that will lead to unparalleled levels for students. There is still a need to make sure every child in TN graduates from high school with the skills they need to succeed in postsecondary education and the workforce. We are at a crossroads and should stay the course to continue to focus on the academic growth of students at the school level as well as industry needs.

The score card includes state data, individual school district data, student achievement data, readiness indicators, growth data by school districts, and asks how we did last year across the state. Important gains the last year are: NAEP results, big gains in 4th grade math and 5th grade reading and big gains in 8th grade math, and TCAP growth in math, reading, science. The gaps that remain in math between TN and National averages (15 percentage points) reflect major job growth sectors. In many schools across TN, there has been a significant increase in Algebra I and Algebra 11 scores. The challenge is that ACT college readiness shows that only 18 percent of 2013 eleventh grade students passed English, math, reading and science— with serious gaps in math.

Key Priorities in 2014:

1. Maintaining a commitment to rigorous standards and assessments— Stay the course in the continued implementation of Tennessee's Common Core Standards; continue commitment to implementing PARCC assessment; ensure that Tennesseans are informed about the standards and the transition to PARCC; and prioritize a solid foundation in literacy.
2. Strengthening schools through effective leadership

3. Expanding student access to great teaching -more teacher training and better support in classroom
4. Investing in technology to enhance instruction. How do we invest in technology, do we use technology on a daily basis and not just for assessment? Use technology as a vehicle for quality instruction and for individualizing student learning and even though it can lead to an online assessment, it should just be a catalyst at this point– PARCC is a catapult and not an end goal. Investing in technology must be an ongoing priority that goes beyond a one- time purchase. Both students and teachers need daily interaction, access and training on technology. As technology increases, it is important that security measures are in place. Everything must be done to protect privacy.
5. Supporting students from kindergarten to career – think K-job; not K-12. All students need access to rigorous course work and job opportunities. Create a data driven environment that equips leaders, educators, and parents with the information and tools they need to advance student success. Increase and expand opportunities for high school students to participate in rigorous coursework. Increase and expand opportunities for students to study STEM subjects and pursue career opportunities in STEM fields.

As technology becomes more updated, it will be necessary for schools systems to have the resources needed to keep their equipment current which could result in a financial problem for some systems. However, students must have adequate training on this equipment. This is a common question being asked by districts across the state right now is how to invest in technology such that it can be implemented on a daily basis. All TN students should be proficient in technology.

Data is a necessary component for following student progress in the classrooms, in Common Core curriculum, and what happens in CTE classrooms on a daily basis. Tests will soon no longer be multiple choice, but will have to be answered with explanations of how and why.

David Mansouri can be reached at david@tnscore.org.

10:35 a.m. **Secondary Schools/CTE Directors Update**

Jonathan Pierce, CTE Director, McMinn County Schools

President, Tennessee Directors for Career and Technical Education

Bill Moss, CTE Director, Wilson County

CTE Directors are focused on student success in society and the workforce. CTE has been working with the skills promoted in Common Core, but CTE can do more. We are implementing the Common Core state standards and continue to promote practical application and decision making processes. With the state board's approval, we rolled out over 90 new courses on the first reading. Those courses address the Common Core standards. The challenge is to get teachers trained to teach the new courses.

Individualized Education Program (IEP) allows the students to have flexibility to pursue pathways that they have an interest in and the job skills that are required in their community. Pathways Tennessee regions are collaborating at a local level to address workforce needs, such as Health Science and IT. Two regions currently exist in Southeast TN and Upper Cumberland and will be expanded to five.

Another specific area of need is in Advanced Manufacturing. The training for advanced manufacturing is constantly changing due to workforce needs and CTE has got to be flexible in order to meet current student training needs. Teachers need better access to see current manufacturing environments. Students need the opportunity to learn in a

hands-on environment, but there are restrictions that are limiting student participation. There is also a need for the businesses to realize the criteria and restrictions that are being placed on students. Due to the pathways, a student graduating from high school now has the capability to receive an AS Degree at the same time that they receive their high school diploma.

The Tennessee Promise will open doors to many students. Students should be challenged to be the best that they can be. *Mr. Pierce encouraged the Council to endorse statewide dual credit/dual enrollment and make sure all credits and training are accepted at any college.*

Work Based Learning (WBL) is also needed to get students back into the workplace. For this program to work, the school systems need funding in the budget to upgrade their equipment. Seventy-eight percent of the students in TN will enter the workforce in the next two years and they have to be trained and prepared for the workforce. The Perkins allocation for next year will increase by 7.4 percent. *Council members were urged to establish good relationships with their legislators and discuss these issues on a continual basis and also let them know that for Drive to 55 to work, it has to start with the high schools.*

Comments:

- John Townsend, TBR -Senator Alexander proposed a bill within the last two weeks that would basically block various grant job programs under the Department of Labor and Education. This would also include Perkins. The council should be aware that once again Perkins is threatened if that goes on to be absorbed into the grant.
- Jimmy Long, CTE Director – Part of the cost of adult education salaries in Humphreys County already has to be absorbed by the county. The BEP formula needs to be revised. Currently about 25 percent of the CTE teachers are outside this formula. The council should look at this as a possible project.

10:55 a.m. Post-Secondary/DOE Update

Emily Carter, Executive Director, Office of Postsecondary Coordination and Alignment

This department works to coordinate the pathway for secondary students into postsecondary. We are currently working on a dual credits pilot and two courses are in CTE - greenhouse management and agriculture. Approximately 200 students participated in the agriculture dual credit class this past year. The program initiates classes that can be taught in any school and credits can be applied at any postsecondary institution. Two more courses will be rolled out in criminal justice and sociology. All students have the opportunity to earn postsecondary credits while still in high school and save money. The current focus is to look at areas of CTE that will align with TCAT instruction and make improvements for high school students. With limited resources, it is now essential to consider sharing facilities. This will allow us to track students in dual enrollment and look at their success in college. In addition, the department is also working with THEC on the SAILS (Seamless Alignment and Integrated Learning Support) program, which can save students \$3.3 million in tuition at this point, and it will expand next year.

11:05 a.m. Post-Secondary/TCAT Update

Wilder-Naifeh/Hope Discussion

Chelle Travis, Assistant Vice Chancellor for Student Services, TBR

Dr. James King, Chancellor of College of Applied Technology, TBR – sends regrets

The TN Promise will provide all TN high school graduates with the opportunity to attend a community college or TCAT free of tuition and fees and provide them a mentor to ensure their success. The TN Promise suggested language about the student coming out and paying that last dollar, but leaves Wilder-Naifeh intact. TCATs do not have any issues with the way their portion was worded.

TN Reconnect just directly impacts the TCATs. When TN Reconnect first came out, it was supposed to not impact the current Wilder-Naifeh scholarships. It would still leave Wilder-Naifeh with the fixed \$2,000 grant. TN Reconnect is supposed to provide Wilder-Naifeh for those students that had received HOPE prior. It was supposed to supply students that did receive prior HOPE with the Wilder-Naifeh upon enrollment which was supposed to make them eligible. It was also supposed to provide a last-dollar scholarship for the rest of the adult student population at TCATs, which will cover tuition and fees after all financial aid has been applied. TN Promise is specifically for high school graduates and TN Reconnect was supposed to give that last dollar scholarship for adults to come to the TCATs. Seventy five percent of TCAT students come from households with incomes of less than \$20,000 a year. Forty five percent of those actually also come from household incomes of less than \$12,500 per year. The fiscal note on that was actually directed to what TCAT wanted which was getting those 1,100 students \$2.2 million in order to go to TCATs. The estimated cost for the last-dollar scholarship is \$1.5 million per year to adults to make up that gap in tuition. So those adults that don't receive full PELL or no PELL at all could get a last dollar scholarship for tuition. The intent was to leave Wilder-Naifeh intact.

The TCATs are working with members of the legislature to draft language that better supports the intent of the legislation. *What TCAT would like the council's assistance on is to speak with legislatures and tell them of the importance of leaving Wilder-Naifeh's fixed portion alone and add this "draft" as a program.* Without it, we are actually reversing the original Wilder-Naifeh program's intent. Only 10 percent of students will benefit from this program and the other 90 percent could actually lose some funding from it. Therefore, TCATs recommends leaving Wilder-Naifeh intact and just make their "draft" an addition.

Secondary CTE and postsecondary CTE applied for equipment money this year under the equipment grant. Postsecondary CTE thought they would get the second round of equipment funding in the governor's budget, but that was not included. What the governor's budget did include was the Drive to 55 workforce alignment for \$10 million dollars. Ms. Travis and few SkillsUSA students had a meeting with Representative Brooks recently and discussed the importance of CTE funding on the secondary and postsecondary levels and also the need for equipment. One thing Representative Brooks emphasized that would be required as part of the grant was partnerships between secondary and postsecondary. TCATs is already at full capacity at most locations with waiting lists and is in need of sharing.

The only concern that TBR has for the Go Build piece legislation (handout) is the limited scope. This piece of legislation is about what TCATs already does but is based on a model from Alabama, which doesn't have a TCAT system equivalent. TCATs want to be at the table for these talks. Some of the meetings have not had a representative from TBR present and this is a great concern.

11:25 a.m. **Post-Secondary/Community College Update**

John Townsend, Associate Vice Chancellor, Workforce Development

Michael Tinsley, Perkins IV Coordinator

Tennessee Board of Regents

John Townsend, Associate Vice Chancellor – Workforce Development: Mr. Townsend announced that he would soon be leaving the Council because he has recently acquired new responsibilities at the college office. His replacement on the council will be Michael Tinsley, the new Perkins IV coordinator at TBR. Mr. Townsend has been with the council for approximately 10 years and he, along with all of his valuable information and expertise, will be greatly missed.

The THEC, TBR and UT systems met and discussed a commonality of needs. The TBR and UT systems just passed a common policy guideline that deals with extra institutional credit, which includes early college credit, such as AP, CLEP, credit by assessment or dual credit, dual enrollment; and a prior learning assessment (receiving credits for work experience). Dr. Raylene Henry is working with secondary and postsecondary on extra institutional credit and will establish a statewide policy. The ACT requirement for general education students is 19 across the state; however, this is not consistent with CTE policy. Representative Harry Brooks would like to expand dual enrollment opportunities particularly in CTE, but a lot of our students don't receive 19 on the ACT. We have to work with our community colleges and universities to allow more opportunities for CTE students, such that the policies are consistent across the state. Dr. Henry is working with secondary on ways to better develop statewide dual credits. More extra institutional credit opportunities are needed rather than articulation agreements, because students were not getting credits for the articulation agreement.

Michael Tinsley, Perkins IV Coordinator – TBR: SAILS is a program that helps get high school students ready for college in math, English, language arts, and reading and to avoid the need for a remediation. Community Colleges implemented the SAILS program, in which the community colleges work with the high schools to get these students ready for college while still in high school, eliminating the need for taking remedial courses. All 13 community colleges in TN will be participating in this program in the upcoming year. A pilot program in the LEAs that will begin in the fall will include reading and language arts courses.

President Obama and Governor Haslam have both praised education in TN and the technology centers recently. While scores for TN students have increased in recent years, the state is still behind the nation. In 2012-2103 in TN, some 17,000 high school junior and senior students took some kind of dual enrollment. That was over 34,000 actual dual enrollment courses. This is only about 15 percent of the students, so there is a definite need to expand dual enrollment. The way to get to Drive to 55 is to get more college courses while in high school.

It is especially important to not only get students into postsecondary education, but to get them completed and out. In postsecondary education, full time should be defined as 15 hours every semester. Schedules should also be adapted to the learning needs of the individual student to help them plan out their education. Structured schedules should also be established for students around family and work related issues. Courses need to be current to meet the ever changing needs of the workforce in various fields. This needs to be expanded across the state. LEAP education is being looked at to make more available opportunities in the workplace for co-op and intern students. Getting students to realize that manufacturing is a growing and clean industry is a major priority right now.

11:45 a.m. Special Topic: Legislation Update

Bills Filed Potentially Impacting the TN Department of Education

Lynne Cohen, Division of Career and Technical Education

Lynne's focus was on the Governor's State of the State Address as it related to legislative issues. The Common Core State Standards remain a priority for secondary education. The Governor's attention for the coming year is shifting toward

secondary/postsecondary transitions and methods of achieving success with adult postsecondary education. The priority is to have high school students ready for postsecondary education and assist adults moving into workforce by completing their degrees. The Drive to 55 initiative has been designed to bring the percentage of Tennesseans with college degrees or certifications to 55 percent by the year 2025 in order to meet workforce needs. The initiative focuses on five key goals: (1.) Getting students ready, (2.) getting them into school, (3.) getting them out of school, (4.) finishing what was started with adult students, and (5.) tying education directly to workforce needs.

The first Drive to 55 goal is to have high school students ready for postsecondary education. Currently, 70 percent of the graduating high school students require remediation. If students have to take remedial courses, their chances of graduating are less than 10 percent. The Seamless Alignment and Integrated Learning Support (SAILS), a program which began out of Chattanooga State Community College, gives students who need extra support in math that attention during their senior year in high school in order to avoid the need for remediation. Half way through this year's program, approximately 40 percent of high school seniors have eliminated their need for remedial math in college. This will result in a tuition savings of \$3.5 million for students. Governor Haslam plans to increase funding to promote a student increase in enrollment in the SAILS program to 12,000 students from 8,000.

The second goal of Drive to 55 is to get students into postsecondary education. Dual enrollment allows high school students to take college credit courses. The Governor is allocating funding for dual enrollment courses so that any student can take a first course free followed by discounted courses in the following years. Representative Brooks, who is on the council's agenda today, has a related bill and will be in a position to speak more in detail about his bill to change the way funding is allocated for dual enrollment courses. Studies show that students who take dual enrollment courses have a 94 percent probability of going to college; the current state average is 64 percent.

The third goal of Drive to 55 is to get students out of school. The Degree COMPASS program at Austin Peay State University predicts the subjects and majors in which students will be most successful. It also matches student programs of study to their interests as a tool in encouraging them to graduate. This year's budget includes funding to expand the Degree Compass program.

The fourth goal of Drive to 55 is to assist adult students in finishing the postsecondary education that they started. Almost one million adults left college without getting either an associate or four-year degree. This year, money has been included in the budget to help the state colleges and universities in identifying and recruiting adults that are most likely to return to college and complete their degree. Most Tennesseans have to believe that earning a certificate or a degree beyond high school is not only possible but necessary.

The fifth goal is to tie education directly to workforce needs. The LEAP (Labor Education Alignment Program) program was passed by legislators last year to help in the workforce readiness connection. Funding for local grants will be provided to local communities that have strategic plans to close the skills gaps in their areas.

To remove barriers to postsecondary education the Governor announced The Tennessee Promise—a commitment to all students kindergarten-12 that they can attend two years of community college or any Tennessee College of Applied Technology (TCAT) free.

Of the 81 percent of graduates at Tennessee Colleges of Applied Technology at the 27 locations across Tennessee, more than 86 percent of those graduates are matched with jobs. Mentors are provided to help students navigate the

enrollment process and provide support during the school year. The Governor is also proposing scholarships where adults can attend TCATS at no charge.

The Governor proposed funding by transferring lottery reserve funds into a newly established endowment - at no cost to the state.

12:00 p.m. Public Discussion Adjourned

TCCTE Board Business

12:30 p.m. House Education Committee Priorities/Legislation Updates

Representative Harry Brooks, Chair, House Education Committee

The value of TN Promise is that you've got that assistance now that affects kids moving into the TCAT - that is more meaningful financially. TCATs will be looking at the dollars and applying it in compliance with what the statute says. The TN Promise picks up the last dollar for tuition and mandatory fees. If it is a two year institution that has housing, it is still uncertain how that will work. It's not direct costs that are totaled. The language in the bill is for tuition and mandatory fees. The last dollar is not to exceed the amount of the average cost of tuition and mandatory fees for community colleges. That's somewhere around \$3,620.

The dual enrollment package is going to change. You get up to \$500 for the first dual enrollment arrangement which should pay for all of it. There are no extra fees or charges. This amount changes to \$150 each for the 2nd, 3rd, and 4th dual enrollment courses. The impact there is that if a student takes two dual enrollment courses, no matter where they move to, there is more money under the new plan than the old plan. If you look at the cost of the one or two courses under the new plan, you are still saving \$50 if you take two. Where you lose money in the sense of student activity is the 3rd and 4th course. This is a significant loss of \$150 per course.

It has also been agreed upon that all people in dual enrollment will have a tuition freeze for five years, so you know what it will for the next five years, whether you are enrolled in one, two, three, or four courses. It is uncertain at this time whether or not TCATs will get a tuition freeze. That opens up scholarship money that's raised privately or through local schools. Because of these changes, the number of credit hours or the time that is dealt with in K-12 before that child leaves the 12th grade has got to grow. There are huge opportunities for students pursuing a career from TCAT with the diesel program. This program not only is high demand in the workforce but also often provides students with a lucrative career starting out at a higher salary than the instructors who taught them.

But there is still a need to create an environment where the time is shortened between the 12th grade and the workforce. The way you do that is to go back to grades 9-12 and build in the dual credit piece. People in Knox County have set up a process where the director of CTE has accepted the curriculum for Pellissippi and TCAT in Knoxville and have adopted that curriculum. Now the groundwork is laid for dual credit by using K-12 money. A range for the pilot program is for the TCATs and Pellissippi even in the certificate areas to build in some of those times that resolve it so it reduces the time frame from the beginning to the completion of the task in postsecondary and allows the student to go to work sooner. Because it is financially necessary for these students to join the workforce, the training process must be shortened somehow. There are a number of state approved statewide dual credit concepts. *The council is encouraged to*

look at your CTE programs. Encourage TCATs, community colleges and four-year universities to create partnership/sharing agreements.

It is necessary to think of ways to work collectively on sharing space between high schools and postsecondary. A possible solution is to use developing professors/adjunct professors that are not only high school but are also postsecondary credentialed and allow them to teach in both environments as part of the plan. If there is a vacancy upcoming, coordinate with the TCAT or Pellissippi and find someone that is suitable for both institutions. Look at nighttime to share the facilities. The grants that will be filed by secondary and postsecondary will have a rider that asks how the equipment will be used. Shared use will be a huge factor in determining who gets these grants - don't be afraid to say that faculty members/facilities or teachers can be shared.

TN will never have a whole lot of money. We have got to think innovatively and ask if what we are doing is going to produce good education, will it produce something we need for our children to have, is it quality, is it something that will help them later with a job and a career, and will it help them with postsecondary? We cannot as a state afford to have three different sets of equipment in regard to mannequins for nursing: one for community colleges, one for TCATs, and one for high schools. The reality is that it's just not going to happen. Students can't be taught on outdated equipment or insufficient equipment that doesn't conform to business demands. The governor's office recognizes the fact that without the necessary equipment to train on, the training is meaningless whether at the high school or postsecondary level, so the funding is allocated equally between secondary and postsecondary. CTE should look at developing more CTE and middle college type environments with TCATS and community colleges. Accreditation is still intact – look at that model and all of the opportunities from that standpoint. The systems that made “sharing” a key component received every dollar they asked for. The concept is to provide students coming out of the 12th grade to be college and career ready. There is not a substantial amount of funds available in the budget for CTE, so all funds must be used wisely and to build on it. There is a separate item in the budget that addresses technology equipment. Representative Brooks believes there was a clause added for equipment money for postsecondary that is directed toward the community colleges and TCATs and should be dispersed through a grant process.

Discussion Items:

- Senator Ryan Williams' Go Build HB1777 duplicates a model from Alabama that promotes CTE programs and that TN looked at for the Drive to 55. This bill creates the "Tennessee go build fund", which will promote the development of a comprehensive statewide program to increase the number of career opportunities for secondary and post-secondary students in the construction industry. This bill imposes a flat fee on all employers classified as construction services providers. The department of economic and community development will set the rules for the program and disperse the funds as necessary. The department of education will create a board that will consist of executive directors, the chancellor of TBR, the chancellor of the University of TN, the commissioner of education, the commissioner of labor and workforce development, and six representatives from the private industry. *Council members may follow up with Senator Williams for clarity and scope of how this will impact the activities of what the council does.*
- The first and second year of lottery -the HOPE scholarship - is \$3,000 but you've got the TN Promise on top of that; years three and four goes to \$5,000. On the four year side, that is a \$1.8 million dollar savings. When you plug in the dual enrollment changes and the impact financially, that creates more expenditures. The provision in the course code that says in a four year environment whatever occurs last either 120 or eight semesters, so you could be up to 130 hours in the eighth semester and not lose the scholarship. That encourages building credits in

high school. You come out of high school with 30 credits and you've still got eight semesters ahead of you. The big change will be the impact on privates in relationship to the national college. There will probably be a greater emphasis on a two-year degree or two year certificate program on the postsecondary side. There are two or three pieces of legislation to get students back into the TCATs and the time frame for students that want to go on to a four year university. Regardless of age, more adults may be seen coming back under the TN Reconnect.

- If you are in dual enrollment (one, two, three or four), even though you lose money under the current plan, you know that the tuition will be frozen around \$500.
- The Complete College Act is still short \$29 million for full funding of this concept. The state is looking at \$120 million in shortfalls for last year's projections of revenue that has to be made up first. There is another \$100 million plus that went to TennCare and other issues as well that are short of funds. A lot of people took a budget cut to accomplish these objectives. Funds that are unused by one department are now being requested by other departments for their use.

Comments:

- A focus in Greene County is to use local money for personnel and Perkins funding for equipment.
- A major connect is needed between training and employment.

1:30 p.m. Council Business

Approval of the minutes from Fall 2013 meeting: A motion was made by Julie Griggs to approve the minutes as presented and this motion was seconded by Steve Miller. All members approved the minutes.

Approval of the minutes from Public Forum, 2013: The following revisions to the 2013 Public Forum minutes were requested: Gary Booth attended the Public Forum and his name should be added to the list of attendees; and Nicole Cobb's name should be removed from the absentee list and remain on the attendee list. These changes will be made by Chelsea Parker. Jeff Lewis made a motion to approve the minutes with the recommended adjustments, and the motion was seconded by Julie Griggs. All members approved the minutes. Chairman Booth addressed the issue of poor attendance at the 2013 Public Forum meeting and requested that notices be sent out earlier for the next meeting.

Nomination of Guy Derryberry as Vice Chair: Guy Derryberry was nominated to fill the empty vice-chairman position. Jeff Lewis made a motion that this nomination be approved. Julie Griggs seconded the motion and all members approved.

Preview of Legislative Breakfast: Chelsea Parker presented to the council a Certificate of Appreciation that has been signed by Governor Haslam for retired council chairman, James Neeley. The certificate will be presented to Mr. Neeley by Chairman Gary Booth at the Legislative Breakfast tomorrow. A resolution has also been prepared by Senator Charlotte Burks for Mr. Neeley, and Senator Charlotte Burks will read it at the breakfast tomorrow. Mr. Neeley has stated that he may be unable to attend the legislative breakfast due to family illness. If Mr. Neeley is unable to attend, the council will hand deliver these items to him at a future date.

Formal Program Alignment: Formal Program Alignment – the committee should consider what they will promote in the programs. An opportunity was presented to the council to formally promote the council logo and recognize Drive to 55. A couple of ways suggested to promote Drive to 55 could be on the council website or in the Biennial Report. Guy

Derryberry stated that while he would like to endorse this program, more resources need to be set aside first in order to make it a reality. The council wants assurance that programs given the council endorsement will have the funding to endure throughout each administration. While the governor supports economic development and education, there is concern that not enough attention is given to adult education and GED's (or high school equivalency). A GED is essential as a first step for success of Drive to 55 and more emphasis should be placed on this phase. The high cost for testing students is also another concern. Since the Drive to 55 program does support what CTE does, it was recommended that the council support it. Guy Derryberry made a motion for the council to support the Drive to 55 program with the caveats discussed (adult piece, resource piece) to be taken into consideration, and Steve Miller seconded the motion. All council members approved. Chelsea Parker stated that the Drive to 55 logo could be put on the TCCTE as an option or the council name could be added onto the list of supporters. The council could also state that they understand the need, agree with the concepts and the direction we need to go, and understand the priorities; however, we have these issues that we need to discuss. The council is hesitant about giving a blind endorsement without some confidence that the program will be sustained.

2:15 p.m. **Discussion Topics**

Chairman Booth asked Ms. Parker to check on rules regarding committee meeting with council members other than the regular two meetings per year. She will check on the legality of meeting without stakeholders present. It has always been the procedure that anyone could stay for the business meeting of the council if they chose to, but it was also stated that the presentation was concluded and adjourned.

Biennial Report - Ms. Parker requested council members look over the draft of the Biennial Report notes and make suggestions for any additions/changes. The timeline has changed from previous years and will now be completed and distributed by October and goes to the printer by July 1. Previously, MTSU printed out the Biennial Report, but that contract has expired and Ms. Parker is currently searching for a new printing company. Guy Derryberry suggested that the council go back and look at previous Biennial Reports and see if the goals have been accomplished, if the council progressed, have met their objectives, and then encompass this into the report. Jeff Lewis further suggested that the council look at the report from two years ago since so many changes were made last year. Chairman Booth wants to get this on a matrix and send it out to everyone on the committee allow them to look it over and verify if goals are met or dropped. The council will review priority topics and address the old into Ms. Parker's new report; hopefully, within the next two weeks. This will be added to the agenda for the next TCCTE meeting.

Branding/Communications/Marketing –A few topics to define a new outlook for TCCTE. The idea of creating a second sub-committee would be to dive into planning out a communication structure. Who are the groups we want to increase our communications with and develop a strong dialogue with? The timeline for the Public Forum will also enter into this - who are you trying to communicate to, who needs to attend, and what topics are pertinent? TCCTE is looking for a fresh new look with a possible new logo and for ways to help the public understand what we do and why we exist. When is a key time to have conversations with legislators? Write Thank You letters to legislators with the new logo on them. Based on our legislative duties – who are the groups that we need to ramp up communications with. Who are the targeted audience?

Since funding comes through the DOE, if contract is over a certain dollar amount, it has to be put out for bids. If it is under that certain dollar amount, then we can go directly to a source for estimates and service. Ms. Parker has received

positive feedback so far. There is room in the budget to do this. Separation and a formation of a sub-committee should be reviewed first for a final consensus before it's presented to the council. Julie Griggs and Nicole Cobb volunteered to be on this sub-committee.

Chelsea Parker – CTE has contracted with MTSU in the past for payment of fees for TCCTE activities. Previously, one lump sum was paid at the end of the year. However, the council never knew the actual expenditures or what was left in the budget during the year. There are budget meetings over the next two weeks to determine what the money was spent on and ways to use all of the money wisely. Next time, Ms. Parker will have the budget report for the council.

An unnecessary barrier to the Drive to 55 initiative that could be addressed by the council is the inability of students to get an associate's degree at TCATs. The students don't want to leave that environment and transfer to another. If they complete their program of study, then the first year of credits automatically transfer to the community colleges as their entire first year. This is already in place between community colleges and universities now. TCATs are already accredited by the council on occupational for associates degrees, but it's just never been addressed. A drawback to this is that it only goes to a certain degree and you can't follow a different path since it is not always available.

The next TCCTE meeting was tentatively set for June 12-13 at Pickwick Landing State Park. A suggestion was also made to select a central location in middle TN for future meetings three months before the legislature goes into session in January. The sub-committee will come to the October meeting and report back.

4:00 p.m. The meeting was adjourned.